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 Minutes of the Tysoe Parish Council Meeting
 Held on Monday 9th May 2016 at 7.15pm

Present: Cllrs Sinclair, Collier, Cressman, Haines Locke & Risk
 In attendance: CC Seccombe & DC Dalla Mura
 Public: 16

1. Welcome to the meeting given by the Chair, Cllr Allen.	Action/Date																
Cllr Sinclair welcomed all members of the public.																	
2. Apologies – Cllrs Allen & Littlewood																	
3. Declaration of interest The Chair reminded councillors of the need to declare any interests in any of the agenda items. None declared																	
4. Election of Chair 2016/17 – Cllr Sinclair called for proposals for the post of Chair. Cllr Collier said that he would like to propose Cllr Sinclair; this was seconded by Cllr Cressman. The Parish Councillors present voted unanimously in favour of Cllr Sinclair as Chair for 2016/17.																	
5. Election of Deputy Chair 2016/17 – Cllr Sinclair called for proposals for the post of Deputy chair. Cllr Cressman proposed Cllr Locke; this was seconded by Cllr Risk. The Parish Councillors present voted unanimously in favour of Cllr Locke as Deputy Chair for 2016/17.																	
6. Agree Parish Councillors Areas of Responsibility for 2016/17 The Parish Councillors debated areas of responsibility for the current year. After debate it was agreed that Councillors would have the following areas:																	
<table border="1"> <thead> <tr> <th style="background-color: yellow;">Area</th> <th style="background-color: yellow;">Responsibility</th> </tr> </thead> <tbody> <tr> <td>Planning</td> <td>Cllr Cressman/Littlewood/Risk</td> </tr> <tr> <td>Neighbourhood Plan</td> <td>Cllr Cressman, Risk & Sinclair</td> </tr> <tr> <td>Flooding</td> <td>Cllr Collier & Allen</td> </tr> <tr> <td>Trees</td> <td>Cllrs Collier & Sinclair</td> </tr> <tr> <td>Communications</td> <td>Cllrs Haines</td> </tr> <tr> <td>Broadband Project</td> <td>Cllr Littlewood</td> </tr> <tr> <td>Playground Project</td> <td>Cllrs Cressman, Locke & Allen</td> </tr> </tbody> </table>	Area	Responsibility	Planning	Cllr Cressman/Littlewood/Risk	Neighbourhood Plan	Cllr Cressman, Risk & Sinclair	Flooding	Cllr Collier & Allen	Trees	Cllrs Collier & Sinclair	Communications	Cllrs Haines	Broadband Project	Cllr Littlewood	Playground Project	Cllrs Cressman, Locke & Allen	
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Playing Field	Cllrs Allen & Locke		
HR/Payroll	Cllr Sinclair		
<p>In terms of the Neighbourhood Plan Cllr Risk was asked if he was happy to continue he said that he was as long as there were one or two councillors who were happy to do this with him. Cllr Locke said that Cllr Risk should continue and as he was extremely knowledgeable in the area. Cllr Cressman said that she would be happy to continue. Cllr Risk said that he would like Cllr Sinclair to remain involved but only on the understanding that she would not be called upon more than was necessary.</p>			
<p>7. Financial Matters</p> <p>The draft annual accounts had been circulated to Councillors. The Chair asked if the Councillors were happy to approve the draft annual accounts and the Councillors unanimously confirmed that they were. The accounts for the year ended 31st March 2016 were agreed.</p> <p>Audits – It was agreed that Guard Doyly would undertake the internal audit at a cost of £100 plus VAT. The external audit would then be undertaken by Grant Thornton.</p>			
<p>8. Closure of the meeting – 19.45 pm</p>			